

Main Office:

STATE OF NEVADA
Board of Cosmetology
1785 East Sahara, Suite 255
Las Vegas, Nevada 89104
(702) 486-6542
Fax: (702) 369-8064



Branch Office:

STATE OF NEVADA
Board of Cosmetology
4600 Kietzke Lane Bldg K, Suite 221
(775) 688-1442
Fax: (775) 688-1441

PROCEDURES TO FOLLOW WHEN FILING A COMPLAINT

1. You are the Complainant. You must state all the facts concerning the incident you are reporting. Use full names of people, give the complete address for the location of the incident, relevant dates and times. Please provide the full details of the incident. The person you are making this complaint against is the Respondent.
2. Please print or have the form typewritten. It is essential that we be able to read the complaint.
3. Review the enclosed statutes and attempt to determine what the Respondent has violated. If you cannot find a corresponding statute or regulation or you do not understand the statutes or regulations, the office will provide assistance.
4. Once your complaint is completed, you must sign it in front of a notary and have the notary place his/her seal on the complaint.
5. This complaint and all supporting evidence of damage must be returned to the address listed above. Upon receipt, the complaint is reviewed by the Secretary to determine whether the matter is proper for administrative review and whether the complaint has been properly notarized. The Secretary will then assign the complaint for investigation.

NOTE: The investigation takes approximately ninety (90) days. After the investigation is completed, the entire file will be reviewed by a Board Member to determine if a hearing should be held. If a hearing is scheduled, you will be notified and will be called to testify before the Board. In any event, you will be notified as to the disposition of the matter.

DISCIPLINARY ACTIONS

NRS 644.430 GROUNDS; AUTHORIZED ACTIONS.

1. THE FOLLOWING ARE GROUNDS FOR DISCIPLINARY ACTION BY THE BOARD:
 - a. Failure of an owner of a cosmetological establishment, a licensed aesthetician, cosmetologist, electrologist, instructor, manicurist or school of cosmetology to comply with the requirements of this chapter or the applicable regulations adopted by the board.
 - b. Obtaining practice in cosmetology or any branch thereof, for money or anything of value, by fraudulent misrepresentation.
 - c. Gross malpractice, (See NAC 644.705 below)
 - d. Continued practice by a person knowingly having an infectious or contagious disease.
 - e. Drunkenness or the use or possession, or both, of a controlled substance or dangerous drug without a prescription, while engaged in the practice of cosmetology.
 - f. Advertisement by means of knowingly false or deceptive statements.
 - g. Permitting a license to be used where the holder thereof is not personally, actively and continuously engaged in business.
 - h. Failure to display the license as provided in NRS 644.290, 644.360 and 644.140.
 - i. Entering, by a school of cosmetology, into an unconscionable contract with a student of cosmetology.
 - j. Continued practice of cosmetology or operation of a cosmetological establishment or school of cosmetology after the license thereof has expired.
 - k. Any other unfair or unjust practice, method or dealing which, in the judgment of the board, may justify such action.
2. If the board determines that a violation of this section has occurred, it may;
 - a. Refuse to issue or renew a license;
 - b. Revoke or suspend a license;
 - c. Place the licensee on probation for a specified period; or
 - d. Impose a fine not to exceed \$1,000.00.

NOTE: NAC 644.705 Acts constituting gross malpractice. A violation of NRS 644.470, prohibiting X-ray treatments and setting maximum allowable strength of phenol and corrosive sublimate, constitutes gross malpractice.

*** PLEASE NOTE THAT THE BOARD DOES NOT HAVE JURISDICTION OVER REFUNDS OF MONEY OR REQUIRING THE LICENSEE TO PERFORM EXTRA SERVICES OR FREE PRODUCTS. ***

NEVADA STATE BOARD OF COSMETOLOGY
1785 E. Sahara Avenue, Suite #255
Las Vegas, Nevada 89104
(702) 486-6542

CASE # C _____

(Complainant)

vs.

(Respondent)

COMPLAINT

Comes now, _____ and files this complaint against
(Name of Complainant)

_____ and alleges that the above-named respondent has
(Name of respondent)
violated certain provisions of Chapter 644 of Nevada Revised Statutes by:

(Here set out a complete statement of facts which constitute acts and omissions in violation of Chapter 644. Please be sure that the statement is sufficiently particular to enable the Respondent to understand the complaint, that all dates on which the acts are alleged to have occurred are specified, and that all applicable Laws, Rules, Regulations and Orders of the Board are cited.)

(Use additional pages if necessary)

WHEREFORE, _____ prays that the Nevada State Board of Cosmetology commence administrative proceedings against the above-named Respondent to take appropriate disciplinary action.

DATED THIS _____ DAY OF _____, 2006.

Respectfully submitted,

Name

Street

City

State

Zip

Telephone Number

STATE OF NEVADA)
)
COUNTY OF _____)

_____, BEING FIRST DULY SWORN, DEPOSES
AND SAYS:

That he/she has filed this _____(complaint, answer, or application)
that he/she has read the foregoing and knows that contents thereof; that the same are true
of his/her own knowledge, except for those matters therein stated upon information and
belief, and as to those matters, he/she believes them to be true.

(Signature of person filing the complaint, application or answer)

SUBSCRIBED AND SWORN to before me

This _____ Day of _____, 2006.

NOTARY PUBLIC IN and for said County and State.

SEAL

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2006 BOARD MEETING SCHEDULE

DATE OF MEETING	LOCATION	DEADLINE
February 6, 2006	Las Vegas	1/4/2006
April 24, 2006	Reno	3/21/2006
June 19, 2006	Las Vegas	5/17/2006
August 21, 2006	Reno	7/19/2006
October 16, 2006	Las Vegas	9/13/2006
December 11, 2006	Reno	11/7/2006

You must contact our office prior to the paperwork deadline date to acquire the proper forms when scheduling a matter to appear before the BOARD. Allow ample time for mailing. Any paperwork received after the paperwork deadline date will not be scheduled before the Board and will be returned to the petitioner. Should you have any questions on these meeting procedures, contact our office at the Las Vegas letterhead address listed above.

NOTE: Persons who are disabled and require special accommodations or assistance are requested to notify the Board office in writing at 1785 East Sahara Ave #255, Las Vegas, Nevada 89104 or by calling (702) 486-6542 prior to the dead line date.